

Memorandum



Date: November 22, 2006

To: Honorable Carlos Alvarez, Mayor
Honorable Chairman Joe A. Martinez and Members,
Board of County Commissioners

From: George M. Burgess
County Manager

A handwritten signature in black ink, appearing to read "Burgess", written over the printed name of George M. Burgess.

Subject: Appointment of the Office of Community and Economic Development Director

I am pleased to announce the appointment of Jose Cintron as Director of the Office of Community and Economic Development (OCED) effective December 26, 2006. Jose has over 20 years of experience in local and federal government and has developed a deep understanding of housing and economic development issues. The search for the director of the Housing Agency yielded many qualified candidates, and Mr. Cintron was one of them. Due to his extensive experience with U.S. Housing and Urban Development (US HUD), he has a broad understanding of all housing economic development programs. I am confident that Mr. Cintron's background and qualifications are an excellent fit for OCED.

As Mr. Cintron develops his management team, he is charged to thoroughly review and assess all department programs intended to strengthen economic development within Miami-Dade. I expect him to work closely with Howard Piper, my Special Assistant for Management and Performance. Due to concerns recently brought to my attention, and as I advised you in September 2006, Mr. Piper has begun his initial review of the OCED. Key areas that Mr. Cintron and Mr. Piper will focus on include:

- The County's adherence to federal regulations with respect to Community Development Block Grant (CDBG) and HOME Program fund expenditures to avoid the future de-obligation of funds or finding of additional violations
- Review and identify improvements in the Requests for Application (RFA) process and subsequent Action Plan
- Re-evaluate the criteria and process by which projects are selected for the recapture and reallocation of funds
- Assess the inventory of OCED-owned properties for better utilization towards the development of affordable housing units and business opportunities
- Analyze and measure the effectiveness of our investments and their overall economic development impact
- Identify and recommend necessary technology improvements
- Evaluate the management of the Section 108 loan program
- Assess staffing levels and the OCED departmental table of organization
- And, determine the overall efficiency and effectiveness of OCED, among others

A realignment of OCED's programs is necessary to allow for improved monitoring and more effective allocation of the County's economic development resources to positively impact our community. With the support of Senior Advisor Cynthia W. Curry and Mr. Piper, I expect for Mr. Cintron to identify policy recommendations that will assist staff in allocating federal funds for programs and activities that have a greater impact on the number of businesses assisted, jobs created and housing units developed. Mr. Cintron is directed to provide a preliminary work plan within the first 90 days.

Given the pressing housing and economic development needs of our community, I am excited to work with our new housing and economic development management team. I would also like to thank Silvia Unzueta for her role as Acting Director of OCED this past year. As you know, Silvia has been with the County for over 31 years. I wish Silvia well in all her future endeavors.

Honorable Carlos Alvarez, Mayor
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If you have any questions or concerns, please feel free to contact me directly at 305-375-1550 or Senior Advisor Curry at 305-375-4126.

Attachment

C: Honorable Bennett Brummer, Public Defender
 Honorable Joseph P. Farina, Chief Judge, Eleventh Judicial Circuit
 Honorable Katherine Fernandez-Rundle, State Attorney
 Honorable Harvey Ruvin, Clerk, Circuit and County Courts
 Marvin O'Quinn, President and CEO, Public Health Trust
 Murray A. Greenberg, County Attorney
 Assistant County Managers
 Department Directors
 Robert Meyers, Executive Director, Commission on Ethics and Public Trust
 Christopher Mazzella, Inspector General
 Charles Anderson, Commission Auditor

JOSE CINTRON

US DEPARTMENT OF HOUSING & URBAN DEVELOPMENT 1994 - Present

Deputy Assistant Secretary for Public Housing (Interim), 1997

At the request of HUD Secretary Andrew Cuomo, acted as HUD's Deputy Assistant Secretary for Public Housing. Chief executive responsibility overseeing HUD's public housing efforts nationwide, managed national budget of \$17 billion and 3,000 employees. Designed a complete restructuring of agency operations to support the administration's policies and objectives. Served as Congressional liaison regarding public housing legislation, issues and budget.

Regional Director, HUD New York and New Jersey Region 05/94 – 08/95

Regional HUD Director overseeing the NY/NJ Region, five HUD field offices located in two states, budget responsibility \$10 billion and 700 employees. Chief Executive in charge of regional oversight of all HUD activities in the nation's largest and most complex region, responsible directly to HUD Secretary Cisneros to ensure that HUD programs were delivered effectively, in an integrated and coordinated manner, to cities, counties and HUD business partners. Established effective communications with management team, local and state elected officials, and also with public and private sector customers. Chief press and media contact for Region, articulating HUD priorities, goals, strategies, to English and Spanish language markets.

Florida State Coordinator/Housing Coordinator 09/95–Present

Served as Senior HUD official in Florida, responsible for operations and policy coordination statewide, budget \$2.2 billion and 350 employees. Developed and implemented award winning statewide strategic, and business plan. Selected by Secretary Cisneros to restore ethical integrity to how HUD funds were used locally and to effectively establish a South Florida base of operations for US HUD. Presently serve as the Housing and Development Coordinator for the Miami HUD Office.

NEW YORK CITY SCHOOL CONSTRUCTION AUTHORITY 09/89 –05/94

Vice President, Program Coordination and External Affairs

Senior executive in charge of implementing \$1 billion dollar annual capital construction program citywide dedicated to building new and renovating existing public schools throughout the city. Supervision of departments included: Program Development, Real Estate, External Affairs, and Public Information. Responsible for maintaining productive relationships with elected officials, citizen groups, contractors, advocate groups and governmental bodies. Managed legislative agenda for the authority. I coordinated the

acquisition and environmental reviews for all land necessary to complete the build -out of the \$5 billion dollar five year master plan.

THE CITY OF NEW YORK, OFFICE OF THE MAYOR

1976- 1989

Mayor's Representative to the Board of Estimate

05/87 – 08/89

Presided over, chaired and cast all votes on behalf of Mayor Edward I. Koch at all meetings of the New York City Board of Estimate (the governing board of the City.) I was responsible for reviewing all agency contracts, determining which were appropriate for presentation to the Board. Advised the Mayor as to necessary actions in order to ensure approval of all items. Conducting public hearings serving as pre-requisites to contract and item approvals. Coordinated meetings with community groups, elected officials, advocates, and public. Created consensus among elected officials who served on the Board in order to achieve the objectives of the Administration, including the passage of the Annual New York City Budget in excess of \$25 billion.

**New York City Housing Development Corporation
Director of Project Coordination**

11/86 – 05/87

Managed the public approval process for all development projects financed by the NYC Housing Development Corporation. These included all "MAC" 80/20 projects, HODAG projects, and developments financed jointly with the community preservation corporation. Administered the HDC co-insurance program with Fuller Mortgage Company of Indianapolis. Expedited the process to eliminate delays that may have developed between the various developers and the City Planning Commission, Buildings Department, Tax and Finance Department, or any other oversight agency of the City of New York.

NYC DEPT. OF HOUSING PRESERVATION & DEVELOPMENT

1/85 – 11/86

Assistant Commissioner, Community Development & Neighborhood Preservation

Administered the planning and development activities of a staff of 120 professionals for all urban renewal and vacant land under the jurisdiction of the housing agency. Selected development sites, issued and reviewed requests for proposals for housing development projects. Supervised the NYC Partnership Small Homes, the 235 Small Homes, and the Nehemiah New Homes Programs, creating over 5,000 new units of housing for the City of New York. Negotiated development agreements with developers and builders of housing sites for submission to the Board of Estimate. Reorganized and restructured the administration and operations of the Tax Syndicate Sharing Program. Supervised the issuance and monitoring of all Community Consultant contracts, involving extensive work with community development organizations and community advocacy groups.

EDUCATION

Fordham University	B.A., American History	1975
Harvard University, JFK School of Government	Senior Executives in Government Program	1988